

**MINUTES
ENTERPRISE ZONE COMMISSION MEETING
TUESDAY, JULY 19, 2005**

1. CALL TO ORDER

The meeting was called to order by Connie Hornbeck at 5:05 p.m.

Due to the absence of both the Chair and Vice Chair, a motion was made by Milford, with a second by Belt to elect Connie Hornbeck as the Acting Chair, per the Commission's by laws. Motion carried by unanimous voice vote.

2. ROLL CALL

Present: Andersen, Belt, Biede (arrived at 5:15 p.m.), Hornbeck, Milford, Prichard and Stazzoni

Absent: Buchanan and Jares

CD Staff: Brenda Carrico and Tina Hochwender

Others: Jennifer Cook and Lloyd Banks

3. ADOPTION OF AGENDA

Motion by Belt, second by Stazzoni to adopt the agenda as printed. Motion carried by unanimous voice vote.

4. APPROVAL – MINUTES OF JUNE 1, 2005

Motion by Milford, second by Belt to adopt the minutes as printed. Motion carried by unanimous voice vote.

5. PROOF OF PUBLICATION

Presented by staff.

6. REVIEW OF APPLICATION

a. Western Iowa Land Development, LLC

Carrico introduced Jennifer Cook and Lloyd Banks, who were present at the meeting representing the application. Carrico presented the project to the Commission and briefly discussed the project's highlights. Western Iowa Land Development, LLC proposes to construct eight single family homes at two locations, per the application. Three of the homes will be located in Wood Subdivision, which is located on the southeast corner of 15th Avenue and South 10th Street and the other five homes will be located in Wyatt 3rd Subdivision, which is located at 24th Avenue and South 17th Street. Carrico explained that the developer had already received approval from the local EZ Commission, City Council and the State of Iowa for the development of Wyatt 1st and 2nd Subdivisions and this project was just an additional phase of the total project.

Western Iowa Land Development, LLC has six floor plans that they will be utilizing for both projects. Two of the plans are split entries, with the other four plans having two stories. The applicant attached the plans to the application for the Commission's review. The homes will have attached garages, three bedrooms and approximately 1,400 finished square feet. According to the submitted landscaping plan, each lot will have a 2" tree planted in the front yard, rock will be laid between the house and service

walkway with two bushes planted there as well. Each yard will be seeded and covered with straw.

The developer estimates that the total project cost will be approximately \$1,015,200. All of the eight homes being built will be valued at \$126,900. Based on these costs, the estimated total financial enterprise zone incentive available to the project is \$128,820.

The developer has agreed to comply with the adopted local requirements and will also be applying for down payment assistance through the Infil Program. Qualified low and moderate income homebuyers will be eligible to receive \$15,000 in down payment assistance through the City of Council Bluffs. The City will place a second mortgage on the properties to insure its interest.

Belt questioned whether all eight properties will receive Infil assistance and both Banks and Cook replied that only seven of the units will receive Infil assistance.

Milford questioned if the two story model will be placed on the narrow lots and Banks replied yes.

Belt also asked for clarification from staff on the sales tax and utility use taxes. Carrico replied that the sales tax refund is only on the state portion and that the developers had to submit a separate form to claim this refund.

Motion by Belt, second by Andersen to concur with staff's recommendation and approve the EZ application for Western Iowa Land Development, LLC. The motion carried by a unanimous voice vote.

7. OTHER BUSINESS

a. Election of Officers

Carrico reminded the Commissioners that per the by laws, it was time to elect officers for the year. Prichard nominated Buchanan as the Chair with a second by Belt and Stazzoni nominated Hornbeck as Vice Chair with a second by Prichard. The nominations were closed and the above slate of officers was elected unanimously.

b. Local requirements

Milford mentioned the requirement of sod for all projects and a lengthy discussion ensued about this possible requirement. The discussion centered on the time of the year for the projects' completion, responsibility for maintenance and costs. Based on Hornbeck's experience, she stated that it costs approximately 20 – 30 cents per square foot to sod and 5 cents per square foot to seed. She further stated that one of the good things about seeding is the ability to choose the type of grass.

Carrico added that in the past, the City has been able to control the quality of either the seed or the sod installed due to the fact that most of the homes are being subsidized through the Housing Infil Program. However, Hornbeck questioned what happens if the grass sits for two months and burns up due to the lack of developer care. Stazzoni added that it would be harder for the developer to then sell the property with brown grass and that it would be market driven.

Prichard left the meeting at 5:25 p.m.

Hornbeck further added that straw mats cost approximately 10 – 12 cents per square foot to protect the grass that is seeded. She and the rest of the Commission directed staff to draft up several different statements about the different choices for seed or sod (sod, drill seed it, slice it or straw mat) that would apply to the entire grassy areas for single family, multi-family and commercial/industrial properties.

Andersen left the meeting at 5:35 p.m.

More discussion ensued about the ground cover requirements and Hornbeck added that staff should focus on perennial grass and not annual grass.

8. ADJOURNMENT

Motion by Biede, second by Belt to adjourn the meeting at 5:40 p.m. Motion carried by unanimous voice vote.